

**WATER POLLUTION CONTROL AUTHORITY
REGULAR MEETING
Meeting Room A
Tuesday, February 25, 2014**

MEMBERS PRESENT: Stewart Morse, Dan Atwood, Tim Rainville, Peter Ellsworth

OTHERS PRESENT: Joseph Carlone, Sr., Tim Carlone, Joseph Carlone, Jr., Cheryl Stadig

1. **ALL TO ORDER:** The meeting was called to order by Chairman Stewart Morse at 7:03 PM.

2. **APPROVAL OF THE REGULAR MEETING MINUTES OF JANUARY 28, 2014.**
DAN ATWOOD MOTIONED TO APPROVE THE MINUTES WITH THE FOLLOWING CHANGES, SECONDED BY PETER ELLSWORTH, APPROVED UNANIMOUSLY.

4C – Dan Atwood requests the sentence “Dan Atwood states that Planning & Zoning needs approval from WPCA before Public Hearing on February 20, 2014” be amended to “Dan Atwood inquired about whether the WPCA would give its approval before the Public Hearing on February 20, 2014”.

5D – Peter Ellsworth requests the sentence “Peter Ellsworth states that the budget is over by \$12,500” be amended to “Peter Ellsworth states that the Waste Water Line Item is over by \$12,500”. **MOTION BY DAN ATWOOD TO APPROVE THE BUDGET WITH THE ABOVE CHANGE, SECONDED BY PETER ELLSWORTH, APPROVED UNANIMOUSLY.**

9 - Chairman Stewart Morse has requested the word “**CURRENT**” be added to the sentence “**MOTION BY DAN ATWOOD TO ALLOW CURRENT CHAIRMAN STEWART MORSE TO APPROVE PAYMENT OF MONTHLY UTILITY BILLS WHEN THERE IS NO MONTHLY MEETING. “**

3. **CITIZENS COMMENTS:** None

4. **NEW BUSINESS:**

A. Signing of contract for Sewer System Rehabilitation Project: Chairman Stewart Morse states that the contract will be signed on Thursday, February 27, 2014 in the WPCA office. Stewart Morse will contact Jerry Beausoleil, director of Putnam WPCA, regarding water flow during project. He also states that there is room to park three trucks by the Connex box by Hyde. The project will begin with 1400 ft. of line on Butts Road.

B. Linemaster Banquet Facility: Chairman Stewart Morse states that the sewer connection is already on Linemaster property, therefore, there is no need for an

extension or new connection. Chairman Morse also states that the Town of Woodstock can handle the additional flow. Furthermore, regarding CT General Statute 103 section 7-249 addressing Benefit Assessment, there will be no additional charge. Dan Atwood asks if the new facility is in sewer boundaries. Chairman Morse replied "Yes" and "No", further stating that there is no delineation of the ten acre property. The map shows that dotted lines off of Route 169 show the section where proposed new facility would be built would be included in the sewer district. Dan Atwood suggests that it would be good for future reference to have the property boundaries for the banquet facility, factory and the Mansion clearly spelled out. Peter Ellsworth suggests the commission could possibly get Chuck Eaton of CME to look into this. **MOTION BY DAN ATWOOD TO APPROVE THE REQUEST BY LINEMASTER, OWNERS OF THE MANSION AT BALD HILL, TO BUILD A BANQUET FACILITY, SECONDED BY TIM RAINVILLE, APPROVED UNANIMOUSLY.**

- C. Tighe & Bond Progress Report, Task No. 2:** Cheryl Stadig reads an email from Justin Skelly, from Tighe & Bond, which states that Task No. 2 – Home Inspections- have been completed. To date, \$16,199 have been spent of the \$17,500 budget that was agreed upon. Project has come in approximately \$1,500 under the budget. Dan Atwood asks if homeowners should contact New England Pipe Cleaning, Inc. with any problems they may have. Chairman Stewart Morse, "yes". Dan Atwood states that maybe Tighe & Bond could suggest the names of companies the homeowners could contact should any problems arise. Peter Ellsworth states that maybe Tighe & Bond could come up with verbage to put together for homeowners, possibly using an individual approach. Tim Rainville asks, "What benefit is there for the homeowners to fix any problems?" Dan Atwood states that the economics to the homeowner are not favorable but if problems are not addressed the homeowner would be in violation. Further discussion was had on this issue with Chairman Stewart Morse stating that he would talk to Chuck Eaton of CME and Paul Malmrose or Justin Skelly of Tighe & Bond for their input.

5. OLD BUSINESS:

- A. Date Logger Warranty Update:** Tim Rainville said he called Dixon, and also Glen Cardarelli, but Glen Cardarelli has not yet gotten back to him. Tim Rainville states that the Data Logger was set on Julian Time. Dixon will send the WPCA a new Data Logger. Tim Rainville asked how Flow Reports are affected by rain amounts. Chairman Stewart Morse states that he will ask Kristi Stabley, Executive Administrator, to look into this upon her return.
- B. Task Order No. 5:** Nothing new to report
- C. Manhole Update:** Chairman Stewart Morse states that John Navarro, Public Works Director, has measured all manholes to order risers. The Town's Public Works

Department will do the work when the weather permits. Chairman Morse also stated that the CT DOT complained about a manhole near Route 169 and Route 171.

D. Budget Review: Peter Ellsworth states that beginning in March he will take a look and the Expenditure Budget and start preparations on the new budget. With regards to income, "User Fees" not balancing, need to take a closer look at this. Dan Atwood states that this is the first time the WPCA has numbers to work with. Chairman Morse notes that there is \$11,500 remaining in the budget to expend over the next three months.

E. Clean Water Fund Agreement: Dan Atwood updates the commission stating that the final stages of paperwork are in the process of nearing completion. The original cost was \$67,565 with an additional supplement of \$4,746 previously being approved. An updated Incumbency Certificate will need to be done, as well as completion of Tax Schedule A. Cheryl Stadig has been working on this and will continue to see this through until the agreement is complete and sent to DEEP.

6. SYSTEM MAINTENANCE UPDATE:

A. Continuation of Investigation of Spike in Flow to Putnam: Chairman Stewart Morse states that he has spoken to Jerry Beausoleil, director of Putnam WPCA, who informed Chairman Morse that a glitch set off the alarm and not flow.

B. Flume Maintenance: Nothing to report. Chairman Stewart Morse states that this item could removed from future agendas.

7. FLOW REPORTS:

A. Weekly Meter Reading of Main Line Waste Water Flow to Putnam FY 2013-2014: Dan Atwood states that the flow is up for 2014. Tim Rainville suggests that Putnam maybe reading the totalizer data differently.

B. Water Meter Reading for FY 2013-2014: Chairman Stewart Morse states that two meters at Linemaster are being fed from two wells.

8. CITIZEN COMMENTS: None

9. PAYMENT OF BILLS:

A brief discussion was had regarding the bill from Waste & Water Equipment, Inc. for a blown fuse at Irene Wheeler's home. WPCA will pay the bill and forward a copy to Irene Wheeler for payment reimbursement. Dan Atwood states that it may be a good idea to educate customers to check pumps, fuses, etc. Chairman Stewart Morse states that possibly a reminder should be sent with user's bills to check pumps, fuses, etc.

periodically. Cheryl Stadig to give a copy of "Preferred Vendor List" to Kristi Stabley which has a listing of local plumbers, electricians, etc. used by the Town Hall.

WPCA BILLS FOR FEBRUARY 25, 2014

TIGHE & BOND Invoice #012014542.....	\$ 137.06
TIGHE & BOND Invoice #12014389.....	\$1,950.00
TIGHE & BOND Invoice #012014543.....	\$1,352.12
CL&P.....	\$ 311.42
PIELA ELECTRIC, INC.....	\$2,100.00
WASTE & WATER EQUIPMENT, INC.....	\$ 422.00
AT&T.....	\$ 33.17
LECLAIR RYAN.....	\$ 845.29
NEPONSET CONTROLS, INC.....	\$ 441.00
TOTAL.....	\$7,592.06

MOTION BY DAN ATWOOD TO APPROVE PAYMENT OF BILLS. SECONDED BY TIM RAINVILLE.
ALL IN FAVOR.

10. **CORRESPONDENCE:** None

11. **ADJOURNMENT:**

MOTION TO ADJOURN THE MEETING BY DAN ATWOOD, SECONDED BY PETER ELLSWORTH
ALL IN FAVOR.

This meeting was adjourned at 8:30 PM.

Respectfully submitted,

Cheryl A. Stadig
Executive Administrator, Interim

